

15 September 1967

MEMORANDUM FOR: Chief, Support Services Staff
THROUGH : Deputy Chief, Support Services Staff
SUBJECT : Contract Employees for Suitland Move

STAT 1. The proposal to hire two contract employees of an approximate GS-02 level can be accomplished administratively with an approval notification to [redacted] They will complete the contracts, clearances, and monthly payments (obtaining the funds by transfers from our accounts). These contract employees need not be charged against ceiling. [redacted] states:

"The permanent manpower ceiling ... is the maximum number of full-time personnel ... authorized to be employed at any time. It constitutes an authorization to employ:

...

- (c) Contract employees who perform staff-type duties within the U. S., except such contract employees when:
- (1) Engaged in short-term, non-recurrent activities;
 - (2) Hired to perform duties on an infrequent basis; or
 - (3) Specifically justified and authorized within an approved project."

2. In my discussion with [redacted] he felt that contract employees STAT working less than 40 hours a week, for less than a year, to move into Suitland could be considered a short-term, non-recurrent activity and exempt from ceiling restrictions. [redacted] was not the final STAT authority but I believe we should use that rationale in the attached and request DDS approval to hire these two men for the move to Suitland work.

[redacted] STAT

Chief, Records Administration Branch

Attachment:

RAB to SSS Memo of 8 September 1967

MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

Missing attachments